



DARWIN COLLEGE LIBRARY COMMITTEE
MINUTES OF THE TERMLY MEETING

February 15th 2017 at 13.00 in the Richard King Room

ATTENDEES:

Nicholas Brice-Bennett	(DCSA Representative, DCSAR1)
John Dix	(College Bursar, CB)
Caroline Fish	(DCSA Representative, DCSAR2)
Elaine Gray	(Student Librarian, SL)
Espen Koht	(IT Officer, ITO)
Elizabeth Leedham-Green	(College Archivist, CA)
Jezebel Mansell	(Deputy Student Librarian, DSL)
Ben D Raynor	(Fellow Librarian, FL)
Andrej Turk	(DCSA Men's Welfare Officer, DCSAMWEO)

1. Apologies were received from Dr Nicholas Hardy (Munby Visiting Fellow) and Dr Paul Anderson (University Lecturer).
2. The minutes of the last meeting were approved with minor corrections. Arising from the last minutes, it was noted that the long term potential storage facility of the University Library in Ely was not going ahead. Any storage space solutions offered by the UL would be short term only.
3. No declarations of interest were made.
4. The Fellow Librarian's report was received. FL confirmed he was now fully registered on all relevant mailing lists and online central library resources. FL updated the committee on cataloguing and re-cataloguing efforts which were proceeding apace. After the FL, SL, DSL and ITO had assessed the extent of the work still to be done, Mr Paul Lane, an experienced librarian and archivist, was hired by the college on a part-time basis to work on recataloguing the stock to a fully Dewey Decimal compliant system. FL reported that initial discussions and work were very promising.

FL reported that, after an initial low level of interest, the Photo Competition had proved popular. The entries were displayed in the Study Centre as they were received, and a winner and 2 runners-up would be chosen by the Committee in due course, most likely at the next meeting of the Library Committee.
5. The Archivist's report was received. Ongoing work with archived papers from the Fellowships Committee was discussed.

6. The Student Librarian's report was received. It was agreed that the deposit system for the DVD library would be discontinued, with a record made of remaining money. The Committee endorsed the purchasing of 26 new chairs for the Study Centre, with the state and suitability of chairs to be regularly assessed in the future. CB and DSL arranged for an external academic to come and view Vesalius. The Committee endorsed DSL taking up some regular hours each week to gain experience and help with re-cataloguing efforts.

7. The IT Officer's report was received. ITO reported that the new KOHA circulation system was nearly ready to go, and arranged training on the new system with SL and DSL. The Committee agreed that, given that the University Library's plans for its circulation system and charging model would not change now for at least 3-4 years, it was worth pressing on with our own plans.

8. Sundry other matters were discussed. The Voyager outage planned for June and July was noted. CB updated the Committee on John Bradfield Court plans, saying that work was expected to commence in the second half of June and that access to the Study Centre and noise concerns had been kept at the forefront of ongoing considerations. Spaces for group work within college were discussed: FL agreed to email Buildings and Grounds with regard to this matter.

9. The next meeting is scheduled for 24th May 2017 at 13.00.

Drafted by Dr Ben Raynor, 20th February 2017